



Chesterfield County, Virginia Purchasing Department

9901 Lori Road – P.O. Box 51 – Chesterfield, VA 23832-0001
Phone: (804) 748-1617 – Fax: (804) 717-6378 – Internet: www.chesterfield.gov

June 16, 2010

ADDENDUM #2

Invitation for Bid #10-0066 Printing of Activity Brochures

This Addendum supplements, modifies, deletes from, or adds to the original Invitation for Bid noted above and all of the requirements of the addendum are herein made a part of the IFB and any resulting contract documents. Please sign and return this addendum to the Purchasing Department, 9901 Lori Road, P. O. Box 51, Chesterfield, VA 23832-0001. **Bids, to include addenda or changes to a response, shall not be accepted via fax machine or by internet e-mail.**

This Addendum consists of 2 pages.

Please make the following changes/clarifications/additions:

RESPONSE TO QUESTIONS RECEIVED

Question:

1. May the trim size be 8.5" x 10.875"?

Answer:

Yes.

Question:

2. Does it bind on the 10.875" side?

Answer:

Yes. Actually, the brochure is saddle stitched in the middle of 17".

Question:

3. Is an uncoated sheet correct?

Answer:

Yes.

Question:

4. Ink colors for Text list 4CP plus black. Normally Black is one of the 4 colors (Yellow, Magenta, Cyan and Black). Is this correct?

Answer:

No. Black Ink for Text is part of the 4CP (Yellow, Magenta, Cyan and Black).

ADD THE FOLLOWING:

PRICE ESCALATION/DE-ESCALATION

Price adjustments may be permitted for changes in the contractor's cost of materials. The Producer's Price Index (PPI) will be used as a guideline for determining allowable changes in price. No price increase will be authorized for 90 calendar days after the effective date of the contract. Price escalation may be permitted only at the end of this period and each 90 day period thereafter. All instances of price adjustment require verification by and to the satisfaction of the contract officer. However, "across the board" price decreases are subject to implementation at any time and shall be immediately conveyed to the County.

Contractor shall give not less than 30 calendar days advance notice of any price increase to the Purchasing Department. Any approved price changes will be effective only at the beginning of the calendar month following the end of the full 30 calendar day notification period. The Contractor shall document the amount and proposed effective date of any general change in the price of materials. Documentation shall be supplied with the contractor's request for increase which will: (1) verify that the requested price increase is general in scope and not applicable just to the County; and (2) verify the amount of percentage of increase which is being passed on to the Contractor by the Contractor's supplier(s).

The Contractor shall fill all purchase orders received prior to the effective date of an approved price adjustment at the old contract price. The Contractor is further advised that decreases which affect the cost of materials are required to be communicated immediately to the County.

My signature below acknowledges receipt of this Addendum and certifies that my bid submission includes all information, modifications, additions or deletions pertaining to the Addendum and the IFB.

COMPLETE LEGAL NAME OF BIDDER: _____

SIGNATURE: _____

DATE: _____

Prepared by:
Delores B. Ingram, CPPB, VCO
Senior Contract Officer